

**CONFIDENTIAL**

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Security Information

- 2 JUL 1953

MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT: Extension of Consultant Contracts - FY 1954.

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1. Reference is made to General Cabell's memorandum for Mr. [REDACTED], dated 28 June 1953, in which he poses several questions concerning consultants.

2. The four doctors employed by the Medical Office are "consultants" in the sense that their services are required on an intermittent basis. The fact that they have been used almost continuously during the past fiscal year reflects the number of physical examinations and specialized work which the Medical Office has been called upon to perform. Normally, two of these doctors report to conduct morning physicals, and the other two report to conduct afternoon physicals. They may work from two to three hours a day, and for each day they are called upon they receive the pay of \$22.00. In the past the Chief, Medical Office, has found it virtually impossible to obtain qualified physicians on a full time basis. By his present method of operation, he secures services of qualified physicians, who, at the same time can conduct a private practice in this area.

3. The Personnel Office has four individuals under contract who are full time employees. This arrangement was arrived at in 1951 when the then DD/A deemed it more advisable to have these high level (GS-15) recruiters on a contract basis, rather than on the normal T/O of the Personnel Office. They are not consultants in the usual sense, since they are employed full time on a fiscal year basis. There would be no objection from our standpoint to having these individuals as full time recruiters, except that with recent developments it appears we might well terminate their contracts after the prescribed notice.

4. The question of pay to college recruiters may be explained by the fact that we pay them nothing for the work they do for us while they are at their respective institutions. The only time we pay them is when they are in Washington on TDY, which generally may not be expected to exceed five days a year. We have not obligated ourselves to pay any more than that.

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5. [REDACTED] of NEA Division, DD/P resigned effective 2 January 1952, after having been employed by CIA and [REDACTED] from August 1947. She is 39 years of age and has superior background in Arab and Iranian affairs. The following appears in her file in justification for her appointment

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See Reverse for Declassification Action

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on 15 January 1952 as a consultant. "Due to personal reasons Mrs. [REDACTED] is moving to Philadelphia. The Near East Division urgently desires to retain Mrs. [REDACTED]'s invaluable services and continue to make use of her wide area knowledge and her intelligence experience. It is, therefore, requested that Mrs. [REDACTED] be retained as a consultant to be available to the Division on an average of two to three days a week. Mrs. [REDACTED] is a GS-13 occupying a GS-14 slot and would have been promoted to this latter grade but, for the time-in-grade on inter-agency transfer. It is requested that Mrs. [REDACTED] be given the \$35.00 per day consultant fee as she will not accept the onerous commuting and housing problems of a consultant for less." We have been informed by the NEA Division that Mrs. [REDACTED]'s qualifications are considered unique in every sense of the word and that no other person in the DD/P complex adequately could furnish the services which she renders.

6. With respect to General Cabell's question regarding a "sliding scale", we presume he is referring to the compensation which we should offer consultants of various types. In some instances, the Personnel Office has recommended consultant rates based upon the equivalent GS rating which the individual could command were he to be employed on a full time basis. This approach works well enough with a limited number of individuals. For the most part, however, we believe CIA is obtaining services of highly specialized and qualified individuals, at a very nominal rate, since \$50.00 per day is the greatest sum offered. We have, under consultant contracts, many individuals whose income is in the five figure, and higher brackets. Unless the Agency were prepared to pay more in such cases it would be somewhat futile to attempt to work out a compensation scale based upon earning capacities. Since consultant contracts are generally arrived at by negotiation and, since in most instances the amount of pay is scarcely more than a reimbursement for expenses incurred, we recommend that the rates continue to be established on an individual basis.

[REDACTED]  
George L. Meloon  
Personnel Director

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<b>TRANSMITTAL SLIP</b>		
8 July 53 (Date)		
TO: Colonel White		
BUILDING	ROOM NO.	
REMARKS:		
<p>Request signature.</p> <p>This has been revised along the lines we discussed yesterday. However, I want to point out that re Gen Cobell's last question (sliding scale) I made one addition to the criteria for setting consultants' pay, namely that if the daily equivalent of their outside salary is less than what appears to be the govt. scale for the duties to be performed, the latter be used. <del>If you do not agree, we'll do</del> over promptly.</p>		
FROM: [REDACTED]	BUILDING	ROOM NO. EXTENSION
FORM NO. 36-8 SEP 1946		
16- 68208-1 GPO		

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